



**ZIONSVILLE TOWN COUNCIL
MEETING MEMORANDA
FOR**

MONDAY, APRIL 6, 2020 AT 7:00 PM

ELECTRONIC MEETING

This meeting was conducted pursuant to Governor Eric J. Holcomb's Executive Orders 20-02, 20-04 and 20-08 and Governor Holcomb's Exercise of his powers under Indiana's Emergency Management and Disaster Law, Ind. Code 10-14-3, *et seq.*

Additional information about this meeting was provided in the annex published with the Agenda

1. OPENING

A. Call meeting to order

B. Pledge of Allegiance

C. Director of Finance and Records Amy Lacy took Council attendance.

Council Members Present: Josh Garrett, President; Bryan Traylor, Vice-President; Brad Burk, Alex Choi, Joseph Culp, Craig Melton and Jason Plunkett

Also present: Heather Willey, Town Attorney; Emily Styron, Mayor; Amy Lacy, Director of Finance & Records and Town Department Staff.

**2. APPROVAL OF THE MEMORANDUM OF THE MARCH 2, 2020 REGULAR MEETING
(copy posted)**

President Garrett moved to approve the Memoranda of the March 2, 2020 Town Council Meeting. Councilor Burke seconded the motion.

Director Lacy took a roll call vote:

ROLL CALL VOTE:

PRESIDENT GARRETT	Yea
VICE-PRESIDENT TRAYLOR	Yea
COUNCILOR BURK	Yea
COUNCILOR CHOI	Yea
COUNCILOR CULP	Yea
COUNCILOR MELTON	Yea
COUNCILOR PLUNKETT	Yea

The Memoranda of the March 2, 2020 meeting was approved by a vote of seven in favor, zero opposed. (7-0)

3. REQUEST TO SPEAK

There were no Request to Speaks submitted prior to the meeting. President Garrett asked any audience members attending electronically to please raise their hand via the Zoom raise hand function if they would like to speak. There were no responses.

4. SWEARING IN OF NEW POLICE CHIEF

Mayor Styron administered the Oath of Office to new Police Chief Michael Spears. At this time Mayor Styron also read a Proclamation honoring retiring Chief Robert Knox and proclaiming April 6, 2020 as Chief Robert Knox Day.

5. OLD BUSINESS

None

6. NEW BUSINESS

A. A Resolution Regarding Paid Emergency Leave for Employees of the Town of Zionsville

RESOLUTION # 2020-03

Mayor Styron presented Resolution 2020-03. She outlined the classification definitions of employees as related to the Resolution and paid emergency leave. She explained that accurate recording and capture of hours actually worked and those paid but not worked would be key in helping the Town to take advantage of any federal or state resources. Mayor Styron stressed that all employees are essential to the Town and the Town will make every effort to ensure the continuity of pay and employee benefits to the staff of the Town during this Public Health Emergency.

Mayor Styron, Director Lacy and Attorney Heather Willey answered questions from the Council.

COUNCIL ACTION: Vice-President Traylor moved to approve Resolution #2020-03.

Councilor Plunkett seconded the motion.

Director Lacy took a roll call vote:

ROLL CALL VOTE:

PRESIDENT GARRETT	Yea
VICE-PRESIDENT TRAYLOR	Yea
COUNCILOR BURK	Yea
COUNCILOR CHOI	Yea
COUNCILOR CULP	Yea
COUNCILOR MELTON	Yea
COUNCILOR PLUNKETT	Yea

Resolution #2020-03 was approved by a vote of seven in favor, zero opposed. (7-0)

B. An Ordinance Amending the Salary Ordinance of the Town of Zionsville, Indiana for the Calendar Year 2020

ORDINANCE #2020-03

Mayor Styron presented Ordinance 2020-03. She began by saying that the amendment for the new positions and salary increase would include no budget increase, but instead would be funded through existing resources.

Mayor Styron explained the importance of changing the current Director of Finance position to that of a Chief Financial Officer in order to grow the capacity of that role due to the size and sophistication of the Town as well as to rely less on external consultants. She explained the necessity of creating a central Manager position for Human Resources to serve the Town on all Human Resource matters and the creation of a Municipal Relations Coordinator to work with Town Council and other boards and the public. She also noted that the salary of the Police Chief position would be raised. She pointed out the

amendments to the holiday schedule correcting July 4, 2020 to July 3, 2020 and changing Primary Election Day to June 2, 2020 as mandated by the State due to the current COVID-19 pandemic.

Councilor Plunkett questioned two clerical errors on pages eight and nine relating to Stormwater part time and Fire ride out pay. Attorney Willey advised Council when making a motion to state that they were approving only the positions being amended. Mayor Styron assured Council that the typos would be corrected.

COUNCIL ACTION: Councilor Burke moved to introduce Ordinance #2020-03, only applying to the new positions that were outlined, on first reading. President Garrett seconded the motion.

Director Lacy took a roll call vote:

ROLL CALL VOTE:

PRESIDENT GARRETT	Yea
VICE-PRESIDENT TRAYLOR	Yea
COUNCILOR BURK	Yea
COUNCILOR CHOI	Yea
COUNCILOR CULP	Yea
COUNCILOR MELTON	Yea
COUNCILOR PLUNKETT	Yea

The motion passed with a vote of seven in favor, zero opposed. (7/0)

President Garrett moved to suspend the rules. Vice-President Traylor seconded the motion.

Director Lacy took a roll call vote:

ROLL CALL VOTE:

PRESIDENT GARRETT	Yea
VICE-PRESIDENT TRAYLOR	Yea
COUNCILOR BURK	Yea
COUNCILOR CHOI	Yea
COUNCILOR CULP	Yea
COUNCILOR MELTON	Yea
COUNCILOR PLUNKETT	Yea

The motion passed with a vote of seven in favor, zero opposed. (7/0)

President Garrett moved to adopt Ordinance #2020-03 on first reading. Councilor Burke seconded the motion.

Director Lacy took a roll call vote:

ROLL CALL VOTE:

PRESIDENT GARRETT	Yea
VICE-PRESIDENT TRAYLOR	Yea
COUNCILOR BURK	Yea
COUNCILOR CHOI	Yea
COUNCILOR CULP	Yea
COUNCILOR MELTON	Yea
COUNCILOR PLUNKETT	Yea

Ordinance #2020-03 was adopted on final reading by a vote of seven in favor, zero opposed. (7/0)

C. A Resolution Re-Appropriating Funds for New Positions

RESOLUTION #2020-04

Mayor Styron presented Resolution 2020-04, explaining that this Resolution details the sources from which the dollars would come from in the existing budget to fund the positions just discussed.

COUNCIL ACTION: Councilor Choi moved to approve Resolution #2020-04.

Councilor Culp seconded the motion.

Director Lacy took a roll call vote:

ROLL CALL VOTE:

PRESIDENT GARRETT	Yea
VICE-PRESIDENT TRAYLOR	Yea
COUNCILOR BURK	Yea
COUNCILOR CHOI	Yea
COUNCILOR CULP	Yea
COUNCILOR MELTON	Yea
COUNCILOR PLUNKETT	Yea

Resolution #2020-04 was approved by a vote of seven in favor, zero opposed. (7-0)

D. A Resolution Appointing Appraisers with Respect to Possible Real Estate to be Purchased by the Town

RESOLUTION #2020-05

Director of Planning and Economic Development Wayne DeLong presented Resolution 2020-05, explaining that there was an opportunity to purchase property from the Hinkaline family and that the Town would like to consider purchasing this property. He said that the first step was to authorize that consideration to purchase and to allow the Mayor to appoint appraisers.

President Garrett clarified that this Resolution was only for the purpose of obtaining appraisals, explaining that the matter would be required to come back to the Council prior to purchase.

Director DeLong and Mayor Styron answered questions from the Council. Mayor Styron stated that if the property were purchased it would allow the Town to sync up the pathway along Eagle Creek from Elm Street Green all the way to Lion's Park and the Creekside trail.

COUNCIL ACTION: President Garrett moved to approve Resolution #2020-05.

Councilor Melton seconded the motion.

Director Lacy took a roll call vote:

ROLL CALL VOTE:

PRESIDENT GARRETT	Yea
VICE-PRESIDENT TRAYLOR	Yea
COUNCILOR BURK	Yea
COUNCILOR CHOI	Yea
COUNCILOR CULP	Yea
COUNCILOR MELTON	Yea
COUNCILOR PLUNKETT	Yea

Resolution #2020-05 was approved by a vote of seven in favor, zero opposed. (7-0)

7. OTHER MATTERS

President Garrett discussed the “Dining from a Distance’ porch party event scheduled for Thursday, April 9th during which residents were encouraged to order takeout from local restaurants and sit out on their porches with their dinners. He encouraged residents to participate to support local business.

He also gave special thanks to all the Town’s public safety employees for their work during this difficult time and to Councilor Choi for being on the frontlines as a medical professional.

8. APPROVAL OF CLAIMS

COUNCIL ACTION: President Garrett moved to approve claims as presented. Councilor Plunkett seconded the motion.

Director Lacy took a roll call vote:

ROLL CALL VOTE:

PRESIDENT GARRETT	Yea
VICE-PRESIDENT TRAYLOR	Yea
COUNCILOR BURK	Yea
COUNCILOR CHOI	Yea
COUNCILOR CULP	Yea
COUNCILOR MELTON	Yea
COUNCILOR PLUNKETT	Yea

Claims were approved by a vote of seven in favor, zero opposed. (7-0)

9. ADJOURN

COUNCIL ACTION: President Garrett moved to adjourn the meeting. Councilor Plunkett seconded the motion.

Director Lacy took a roll call vote:

ROLL CALL VOTE:

PRESIDENT GARRETT	Yea
VICE-PRESIDENT TRAYLOR	Yea
COUNCILOR BURK	Yea
COUNCILOR CHOI	Yea
COUNCILOR CULP	Yea
COUNCILOR MELTON	Yea
COUNCILOR PLUNKETT	Yea

The motion was approved by a vote of seven in favor, zero opposed. (7-0)

Before adjourning the meeting, President Garrett read the following statement:

“The next regular Town Council meeting is scheduled for Monday, April 20, 2020 @ 7:30 a.m. via electronic meeting. In his Executive Orders 20-02, 20-04 AND 20-08 (collectively, the “**Executive Orders**”), Governor Eric J. Holcomb has ordered all political subdivisions of the State of Indiana to limit public gatherings and to implement the Centers for Disease Control and Prevention’s and the Indiana State Department of Health’s recommended virus mitigation strategies. The Executive Orders suspend certain requirements for Essential Governmental Functions that facilitate Essential Infrastructure with respect to public meetings and open door laws, including suspending physical participation requirements by members of public agency governing bodies and permitting public attendance through electronic means of communications. As a political subdivision of the State of Indiana, the Zionsville Town Council must comply with the Executive Orders throughout the duration of the COVID-19 Public Health Emergency. According, all public meetings of the Town Council shall be conducted in the following manner until the end of the COVID-19 Public Health Emergency. Members of the public shall have the right to attend Town Council Public Meetings via the following forms of electronic communication. A zoom link will be provided in the meeting notice.”

Respectfully Submitted,

Amelia Anne Lacy, Director
Department of Finance & Records
Town of Zionsville